



DEPARTMENT OF THE NAVY

COMMANDER
NAVY REGION, MID-ATLANTIC
6506 HAMPTON BLVD.
NORFOLK, VA 23508-1273

IN REPLY REFER TO:

COMNAVREG MIDLANT
INST 3141.9
N305

05 JUL 2001

COMNAVREG MIDLANT INSTRUCTION 3141.9

Subj: HEAVY WEATHER BILL

Ref: (a) OPNAVINST 3140.24 Series
(b) COMNAVREGMIDLANT/SOPA(ADMIN)HRINST 3141.1
(c) COMNAVREGMIDLANT/SOPA(ADMIN)HRINST 3141.7
(d) COMNAVREGMIDLANTINST 3141.8

Encl: (1) Staff Responsibilities During Heavy Weather
Conditions
(2) Heavy Weather Electronic Equipment/ Missile
Hazard Protection Checklist

1. Purpose. To provide guidance and promulgate procedures to be followed by staff personnel upon the onset of destructive weather, e.g. tropical storms/hurricanes, thunderstorms, tornadoes, gales/storm force winds, or winter storms.

2. Background. Reference (a) prescribes the basic conditions of readiness for destructive weather. Reference (b) is the Destructive Weather Plan for all commands and activities in the SOPA(ADMIN) Hampton Roads area. Reference (c) is the Winter Storm Condition Plan for the SOPA(ADMIN)Hampton Roads area. Reference (d) is the COMNAVREG MIDLANT list of Alfa Billets.

3. Discussion. Severe or destructive weather, as described in references (a) and (b), can occur at any time of the year in Hampton Roads. The most serious threat of storm damage comes from Tropical Cyclones (tropical storms/hurricanes) in which winds of destructive force persist for long periods of time and storm surge is generated. The Atlantic Tropical Cyclone season commences 01 June and runs through 30 November. Thunderstorms, tornadoes, and other storms of non-tropical origin, while of shorter duration and generally more localized in extent, can also be disruptive and contribute to loss of life and property. Proper preparation and advanced planning can minimize loss and damage.

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4. Definitions.

a. Winter Storm Condition. When accumulated snowfall, icy road conditions, freezing rain, forecasts of snowfall or freezing conditions in the Hampton Roads area may adversely impact normal operation. Base reporting requirements are set by individual installation commanders once COMNAVREG MIDLANT has set the Winter Storm Condition for the Hampton Roads area. Additional guidance can be found in References (c) and (d).

b. Small Area Storm Warnings. Small area storms are described in detail in Reference (b). The Warnings listed below will apply to small area storms.

(1) Small Craft Warning. Harbor and inland waters are forecasted or are currently experiencing winds between 18 and 33 knots and wind driven waves of concern to small craft.

(2) Gale Warning. Winds between 34 and 47 knots are forecast to impact land, harbor, and/or inland waters within 12 hours.

(3) Storm Warning. Winds of 48 knots or greater are forecast for land, harbor, and /or inland waters within 12 hours.

(4) Thunderstorm Warning. Thunderstorms are forecast to impact the designated warning area.

(5) Severe Thunderstorm Warning. Severe thunderstorms (winds 50 knots or greater and/or hail 3/4 inch in diameter or greater) are forecast to impact the warning area.

(6) Tornado Watch. Conditions are conducive to tornadoes/severe thunderstorms within the immediate area. Naval Atlantic Meteorology and Oceanography Center (NAVLANTMETOCCEN) will readdress watches issued by the National Weather Service to the affected area.

(7) Tornado Warning. Tornadoes have been sighted in or adjacent to the warning area. NAVLANTMETOCCEN does not normally issue tornado warnings via message traffic due to the short lead associated with them.

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(8) Storm Surge Warning. High tides four feet or greater above normal are forecast for coastal areas, harbor, and/or inland waters. This warning will most likely be issued in conjunction with a tropical cyclone or gale/storm warning.

(9) Special Weather Advisory - Tropical Wind Warning. This warning will be issued for winds greater or equal to 35 knots and less than 50 knots associated with tropical systems.

c. Thunderstorm Conditions of Readiness

(1) Thunderstorm Condition II. Set by individual stations based upon forecasts/recommendations from NAVLANTMETOCCEN. Thunderstorms are expected within 25 nautical miles (nm) of the immediate area within 6 hours. Take precautions that will ensure an appropriate state of readiness on short notice.

(2) Thunderstorm Condition I. Thunderstorms are occurring or forecast to occur in the immediate area within one hour. Take immediate safety precautions and seek shelter.

d. Wind Storm Conditions Of Readiness. When conditions permit sufficient advanced forecasting of impending gale/storm force winds of significant duration, Gale/Storm Conditions of Readiness will be issued by SOPA (Admin) Hampton Roads.

(1) Gale/Storm Condition III. Destructive winds of the force indicated are possible within 48 hours.

(2) Gale/Storm Condition II. Destructive winds of the force indicated are possible within 24 hours.

(3) Gale/Storm Condition I. Destructive winds of the force indicated are possible within 12 hours.

e. Tropical Systems. Tropical systems include tropical depressions, tropical storms, and tropical cyclones. These systems are defined in Reference (b).

f. Tropical Cyclone Conditions of Readiness (COR).

The following conditions of readiness apply to tropical storms. Further guidance can be found in Reference (b). Staff responsibilities can be found in Enclosure (1).

(1) COR V. Sustained winds of 35 knots or greater associated with a tropical system are possible within 96 hours.

(2) COR IV. Sustained winds of 35 knots or greater associated with a tropical system are possible within 72 hours.

(3) COR III. Destructive winds associated with a tropical system are possible within 48 hours. Shore commands will maintain normal operating/liberty schedules as feasible.

(4) COR II. Destructive winds associated with a tropical system are possible within 24 hours.

(5) COR I. Destructive winds associated with a tropical system are possible within 12 hours.

5. Heavy Weather Electronic Equipment Security Procedures.

a. In executing the destructive weather plan, attention to the safety and security of electronic equipment and the securing of all missile hazards must be addressed to protect COMNAVREG MIDLANT assets from damage. As a practical matter, actions must be taken in timely manner to safeguard equipment.

b. Assess the level of risk. COMNAVREG MIDLANT N3 will coordinate with NAVLANTMETOCCEN to determine the likely level of flooding due to storm surge and potential wind damage. Once the level of risk is determined, department heads will be informed. Due to dispersed physical location of the staff, department heads are required to coordinate appropriate action with installation POC's. At the very least, if office spaces are at risk of flooding/wind damage, actions detailed in enclosure (2) will be taken.

c. The security of classified material is of utmost importance during a destructive weather situation. Whenever possible, classified equipment (Central Processing

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Units , Hard drives) will be placed in each building's secure spaces to ensure long term security in the event of extended isolation from security forces due to flooding. If space, time, or other circumstances preclude placement in these secure spaces, every effort must be made to secure the classified equipment in a safe or locked office. Move the classified materials in safes from the bottom drawers to the top drawers whenever possible.

d. Electronic equipment includes but is not limited to:

- (1) Computers - CPUs, monitors, keyboards, modems, scanners, printers
- (2) Zip Drives
- (3) Telephones/STU-III
- (4) Calculators, Surge protectors
- (5) Televisions
- (6) Typewriters
- (7) Copy machines (protect from water damage, call lessor for disposition or movement)



S. E. BARKER
Chief of Staff

Distribution: (COMNAVBASENORVA/SOPA (ADMIN) HRINST 5216.2X)
List V

Stocked by COMNAVREG MIDLANT (N102)

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STAFF RESPONSIBILITIES DURING HEAVY WEATHER CONDITIONS**TROPICAL CYCLONE CONDITIONS OF READINESS:**

COR V: Commence message traffic download every four hours.

COR IV: Continue message traffic download every four hours.

COR III:

1. Commence securing buildings and removing missile hazards in accordance with Enclosure (2). (1st LT/ALL)
2. Continue downloading message traffic every four hours. (N3)

COR II:

1. Commence hourly message traffic download.
2. Complete securing of buildings and removal of missile hazards. (1st LT/ALL)
3. Dismissal of category BRAVO personnel, dependent on the track and strength of the Tropical Cyclone. (N01)
4. Activate Regional Operations Center (ROC) for disaster recovery operations. (N3)

COR I:

1. Continue hourly message traffic download.
2. Dismissal of category BRAVO personnel, dependent on the track and strength of the Tropical Cyclone. Category BRAVO personnel may be retained by the Commanding Officer as needed to accomplish tropical cyclone preparations. (N01)

Enclosure (1)

**HEAVY WEATHER ELECTRONIC EQUIPMENT/ MISSILE HAZARD
PROTECTION CHECKLIST**

1. _____ Determine level or risk for storm surge and wind strength.
2. _____ Identify and arrange locations for equipment storage.
3. _____ Identify working party for each Department.
4. _____ Mark equipment noting location and user.
5. _____ Begin equipment movement as soon as possible.
6. _____ Winds may cause window and roof leakage, move equipment from these areas.
7. _____ Create an air-gap between the floor and equipment to prevent capillary action.
8. _____ Place all electronic equipment on or above desktops and protect from dripping water/flood damage.
9. _____ Place all file cabinets or drawers above desktops and protect from dripping water/flood damage.
10. _____ Double stack tables in secure spaces and place as much classified material on top of the second table as possible.
11. _____ Secure classified equipment in secure spaces or appropriate location.
12. _____ Wrap cables and power strips for each computer in a plastic bag and label location accordingly.
13. _____ Cover equipment in plastic as applicable.
14. _____ Secure all missile hazards.
15. _____ Sweep entire command for forgotten equipment.
16. _____ CDO/Security Secure building.